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Item 14 of the provisional agenda
Arrangements for intergovernmental meetings

Arrangements for intergovernmental meetings

Note by the Executive Secretary*

Summary

The three main topics addressed in this document are:

(a) The twenty-first session of the Conference of the Parties and the eleventh session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol, including information on the sessions, an organizational scenario and possible elements of the provisional agendas;

(b) Preparations for future sessional periods and guidance from the Subsidiary Body for Implementation regarding the dates for the sessional periods in 2020;

(c) Organization of the intergovernmental process.

* The document was submitted after the due date to enable the secretariat to include all relevant inputs.

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I. Introduction

A. Mandate

1. Article 8, paragraph 2, of the Convention and Article 14, paragraph 2, of the Kyoto Protocol provide that the functions of the secretariat shall be, inter alia, to make arrangements for sessions of the Conference of the Parties (COP), the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) and the subsidiary bodies under the Convention and to provide them with services as required. In order to make the necessary arrangements for intergovernmental meetings, the secretariat periodically seeks guidance from Parties.

B. Possible action by the Subsidiary Body for Implementation

2. The Subsidiary Body for Implementation (SBI) is invited to:

(a) Provide advice or recommendations to the Convention and Kyoto Protocol bodies on the organization of their work during the 2015 United Nations Climate Change Conference, to be held in Paris, France, as well as advice and guidance to the Bureau, the incoming Presidency and the secretariat on the planning of the sessions;

(b) Provide advice to the secretariat on possible elements of the provisional agendas for COP 21 and the CMP 11;

(c) Recommend dates for the sessional periods in 2020 for adoption at COP 21;

(d) Exchange views and provide guidance on the organization of the intergovernmental process in order to forward recommendations to the COP for its consideration.

II. Twenty-first session of the Conference of the Parties and eleventh session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol

A. Introduction

3. The 2015 United Nations Climate Change Conference will be held in Paris from Monday, 30 November, to Friday, 11 December 2015.[1] The Paris Conference is expected to include the sessions of the COP, the CMP, the Subsidiary Body for Scientific and Technological Advice (SBSTA), the SBI and the Ad Hoc Working Group on the Durban Platform for Enhanced Action (ADP) during the two-week sessional period. It will also include a joint high-level segment of the COP and the CMP. Nevertheless, there remain considerable uncertainties arising from the evolution of the negotiating process, and flexibility will be needed to finalize the arrangements for the conference.

4. The Paris Conference is expected to attract a very high level of attendance and of public and media interest. Current planning assumptions estimate that around 20,000 registered participants will be in attendance, and that there will be a large number of additional visitors to the city taking part in events outside the United Nations zone. Parties

[1] Decision 28/CP.19, paragraph 3.

are expected to conclude work under the Durban Platform and adopt a protocol, another legal instrument or an agreed outcome with legal force under the Convention applicable to all Parties that would come into effect and be implemented from 2020.[2] Building on the successful conclusions and other significant achievements of the Lima Conference, Parties are also expected to advance and accelerate actions related to implementation under the Convention and its Kyoto Protocol.

B. Preparations for the sessions

5. COP 19 accepted with appreciation the offer of the Government of France to host COP 21 and CMP 11, subject to confirmation by the Bureau of the COP and the CMP that all logistical, technical and financial elements for hosting the sessions in Paris are available.[3] The Bureau has confirmed that these elements are available. In accordance with decision 28/CP.19, the Executive Secretary has completed consultations with the Government of France and arrangements are in place for the Host Country Agreement to be signed before the June sessions. Preparations for COP 21 and CMP 11 are under way; further information will be provided during SBI 42.

C. Organization of the sessions

6. Given the political significance of the outcomes of the Paris Conference and its scale, as well as the evolving process of negotiations taking place in the lead-up to and at the Paris Conference, it must be acknowledged that some flexibility in the organization of the work of the sessions is needed at this stage. In this context, Parties may wish to reflect on how a 'business as usual' approach to planning the sessions may need to be adjusted and on how the planning for the Paris Conference could be advanced by the incoming Presidency and the secretariat, under the guidance of the Bureau.

7. As a basis for discussion, and taking into account the evolving circumstances surrounding the organization of the Paris Conference, an initial organizational scenario is presented below. The opening of the Paris Conference will take place on Monday, 30 November, followed by the opening plenary meetings of the COP and the CMP. In the opening plenary meeting of the COP, the President of COP 20 and CMP 10 would open COP 21 and propose the election of the President of COP 21 and CMP 11. The COP would then take up some of the organizational and procedural agenda items, including the adoption of the agenda and the organization of work. The COP would refer items of its agenda to the subsidiary bodies as appropriate. The opening plenary meeting of the COP would then be adjourned.

8. CMP 11 would then be opened and the CMP would take up some of the organizational and procedural items on its agenda, including the adoption of the agenda and the organization of work. The CMP would refer items of its agenda to the subsidiary bodies as appropriate. The opening plenary meeting of the CMP would then be adjourned.

9. After launching their work, the COP and the CMP would convene in a joint plenary meeting to hear concise statements on behalf of groups of Parties.

10. The COP and the CMP would convene in plenary meetings later in the week to take up the items on their agendas not referred to subsidiary bodies.

11. The SBSTA and the SBI are planning to finalize numerous issues, including those relating to ongoing work and mandates arising from COP 20 and CMP 10, and to forward

[2] Decision 1/CP.19, paragraph 2, and decision 1/CP.17, paragraph 4.
[3] As footnote 1 above.

the results to the COP and the CMP for consideration. The subsidiary bodies intend to conduct their work keeping in mind any conclusions on the organization of work that may be agreed at the June sessions in planning for the Paris Conference. The work of the SBSTA and the SBI would be completed in the first week of the conference, and would reflect any priorities established by the respective bodies during the June sessions.

12. The ADP reached a key milestone towards a new, universal agreement on climate change[4] in Geneva, Switzerland, at the eighth part of its second session, in February of this year.[5] The negotiating text is now available in all six languages as document FCCC/ADP/2015/1. As requested by the COP, the negotiating text has been communicated by the secretariat to Parties[6] in accordance with provisions of the Convention and the draft rules of procedure being applied.[7] The ADP will complete its mandate and report to COP 21. Although the precise arrangements for the completion of the mandate of the ADP and its report to the COP will depend on the evolution of the negotiating process, every effort will be required to ensure that COP 21 is able to adopt, by consensus and in a timely and orderly manner, a protocol, another legal instrument or an agreed outcome with legal force under the Convention applicable to all Parties.

13. The principles of openness, transparency and inclusiveness will guide the organization of work. To that end, efforts will continue to be implemented through the increased use of informal plenary meetings, the increased electronic availability of documentation and plenary statements, timely meeting announcements and the broadcasting of meeting information on closed-circuit television and on the UNFCCC website.

14. For the organization of the two-week conference, the Government of France, in consultation with the secretariat, is taking measures to ensure proper arrangements are put in place for accommodations and logistics for participants.

15. Extensive efforts to facilitate activities for observer engagement at the Paris Conference are being made by the incoming COP 21/CMP 11 Presidency taking into consideration previous SBI conclusions.[8] A high-level event on enhancing the implementation of climate action will be convened by the Executive Secretary and the President of the COP.[9] In addition, the COP 20/CMP 10 Presidency and the incoming COP 21/CMP 11 Presidency have already launched the Lima–Paris Action Agenda.[10] Given the extensive interest from civil society and the private sector in the Paris Conference, the incoming COP 21/CMP 11 Presidency has also announced additional venues; it will set up a civil society village and support an innovative solutions gallery (a private initiative), both of which will be adjacent to the conference venue/United Nations zone. These additional venues will enable a greater number of participants from civil society and the private sector than the capacity of the primary conference venue allows to showcase their actions and solutions.

16. Formal notification of COP 21 and CMP 11 will be communicated by the secretariat to all participants in due course, through the usual channels. The secretariat will issue a

[4] In decision 1/CP.17, paragraph 2, the COP decided to launch a process to develop a protocol, another legal instrument or an agreed outcome with legal force under the Convention applicable to all Parties.

[5] See <http://webtv.un.org/watch/closing-plenary-geneva-climate-change-conference-2015-unfccc/4051829279001>.

[6] See <http://unfccc.int/files/essential_background/convention/application/pdf/adp_negotiating_text_english.pdf>.

[7] Decision 1/CP.20, paragraph 7.

[8] FCCC/SBI/2011/7, paragraph 178(b).

[9] As per decision 1/CP.20, paragraph 21.

[10] See <http://www.cop20.pe/en/18732/comunicado-sobre-la-agenda-de-accion-lima-paris/>.

notification to Parties concerning the credentials required to participate at COP 21/CMP 11, in accordance with rule 19 of the draft rules of procedure being applied. Given the decisions to be adopted, such credentials are of high importance.

D. High-level segment

17. Keeping in mind the evolving negotiating process (see paras. 6 and 7 above), planning for the high-level segment for ministers and other heads of delegation is still under way. As a basis for discussion, Parties may wish to reflect on a 'business as usual' approach to planning presented below, considering possible adjustments and the possibility that further information will be provided at a later stage.

18. The high-level segment of COP 21 and CMP 11 would be organized in line with the positive experiences of recent sessions of the COP and the CMP, at which national statements did not run beyond the scheduled time frame. The inauguration of the high-level segment could take place in the morning of Tuesday, 8 December, and include the participation of high-level representatives of the host country. Statements would also be made by high-level dignitaries and on behalf of groups of Parties, as appropriate.

19. The COP and the CMP could convene in joint plenary meetings on Wednesday, 9 December, and Thursday, 10 December, to hear national statements made by ministers and other heads of delegation. There would be one speakers' list, including for statements on behalf of Parties to both the Convention and its Kyoto Protocol. No decisions would be taken in these joint plenary meetings. Given the number of Parties, the recommended time limit for each statement, as at previous sessions, would be three minutes. A bell system would be put in place to make the best use of the limited time available. The full texts of the official statements would be posted on the UNFCCC website. On the basis of the invitation made to all Parties to communicate their intended nationally determined contributions well in advance of COP 21,[11] Parties may wish to reflect on the possibility of a thematic focus for the national statements.

20. A further joint plenary meeting of the COP and the CMP would be convened to hear statements from observer organizations. The recommended time limit for each statement, as at previous sessions, would be two minutes.

21. In order to ensure timely and orderly closure of the conference, plenary meetings of the COP and the CMP could be convened earlier in the second week, as appropriate, for the early adoption of decisions and conclusions. The COP and the CMP will conclude their work on Friday, 11 December.

E. Possible elements of the provisional agendas

22. Rule 9 of the draft rules of procedure being applied provides that "in agreement with the President, the secretariat shall draft the provisional agenda of each session". Possible elements of the provisional agendas for COP 21 and CMP 11 have been prepared by the secretariat following consultations with the President and the Bureau, and are contained in annexes I and II. The possible elements closely follow recent agendas and also reflect the outcomes of COP 20 and CMP 10. In addition, they include organizational and procedural elements, as well as a high-level segment.

23. Parties will be invited to present their views on the possible elements of the provisional agendas for COP 21 and CMP 11, including possible elements that may be

[11] Decision 1/CP.20, paragraph 13.

streamlined or deferred until 2016 in order to maximize time for negotiations at the Paris Conference. Taking into account these views, the secretariat will finalize the provisional agendas in agreement with the President and make them available in the official United Nations languages at least six weeks before the opening of the sessions, in accordance with rule 11 of the draft rules of procedure being applied.

III. Future sessional periods

A. Sessions of the Ad Hoc Working Group on the Durban Platform for Enhanced Action in the second half of 2015

24. At the eighth part of its second session, the ADP agreed on the need to hold two sessions in the second half of 2015 in addition to its sessions to be held in conjunction with the forty-second sessions of the subsidiary bodies, COP 21 and CMP 11.[12] The ADP requested that the secretariat make the necessary arrangements to organize two additional sessions in Bonn, Germany, to take place from:[13]

(a) Monday, 31 August, to Friday, 4 September 2015;

(b) Monday, 19 October, to Friday, 23 October 2015.

B. Future sessional periods of the Conference of the Parties and the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol

25. The COP noted that, in keeping with the principle of rotation among regional groups, the President of COP 22 and CMP 12 would come from the African States. The COP noted the offer from the Government of Morocco to host COP 22 and CMP 12 from Monday, 7 November, to Friday, 18 November 2016.[14]

26. In keeping with the principle of rotation among regional groups, the President of COP 23 and CMP 13 would come from the Asia-Pacific States. In this context, the SBI may wish to encourage the Asia-Pacific States to present an offer by SBI 42 on the host country of those sessions, which would be forwarded for consideration to COP 21.

27. The SBI is invited to consider the issue of the hosting of COP 22 and CMP 12 as well as of COP 23 and CMP 13 taking into account the information provided at the session by the potential host countries and the secretariat, with a view to proposing a draft decision on the matter for consideration and adoption at COP 21.

C. Calendar of meetings of the Convention bodies

28. SBI 42 will be invited to recommend dates for the sessional periods in 2020, as follows:

(a) *First sessional period:* Monday, 1 June, to Thursday, 11 June;

(b) Second sessional period: Monday, 9 November, to Friday, 20 November.

[12] As footnote 5 above.

[13] The secretariat noted that funding would be required to hold both additional sessions.

[14] Decision 24/CP.20, paragraph 1.

29. The SBI may wish to consider the proposed dates for these sessional periods and provide guidance on the dates for future sessional periods with a view to recommending them for consideration and adoption at COP 21.

IV. Organization of the intergovernmental process

30. The SBI has periodically provided Parties with an opportunity to discuss the organization of the intergovernmental process and to exchange views on relevant matters.[15] SBI 40 and 41 considered issues such as:

(a) The frequency and organization of sessions (including biennial COP/CMPs);[16]

(b) Alternating COP/CMP sessions between host countries and the seat of the secretariat;[17]

(c) Arrangements for high-level segments, including engagement of ministers.[18]

31. The discussions drew on documents prepared by the secretariat that provide useful background information.[19] The SBI adopted conclusions on these matters, which should be kept in mind in further considerations.[20]

32. At SBI 41, the secretariat was requested to provide further information on the topics listed in paragraph 30 above, including a clarification of the budgetary implications. That information is provided in paragraphs 33–44 below using the available capacities of the secretariat's current accounting system.

A. Frequency and organization of sessions

33. To date, discussions have focused on whether by 2016, 2020 or a later time the UNFCCC process will have evolved to the point where annual COP/CMP sessions may not be essential. Should the focus of the intergovernmental climate change process shift increasingly towards matters of implementation of agreements and decisions, it may be better served through convening additional subsidiary body sessions and constituted body meetings than through annual COP/CMP sessions. Some Parties have envisioned that major negotiated outcomes, high political profile or important decision-making events may be required less frequently, and have thus reflected on whether COP/CMP sessions will be needed every year in the future.

34. In this context, future sessional periods for the COP/CMP and the subsidiary bodies could involve options such as:

(a) Annual COP/CMP sessions alternating between larger, more politically oriented sessions and smaller, implementation-focused sessions. The design of smaller COP/CMP sessions may include minimalistic elements that would reflect a different mode and scale of engagement and reduce participation (e.g. fewer than 5,000). Smaller COP/CMP sessions may not, for example, require meetings of the subsidiary bodies or ministerial participation and may benefit from a different approach to side events;

[15] FCCC/SBI/2014/8, paragraph 216(a).
[16] FCCC/SBI/2014/11, paragraphs 621, and FCCC/SBI/2014/21, paragraphs 125 and 128.
[17] FCCC/SBI/2014/11, paragraphs 13–16, and FCCC/SBI/2014/21, paragraphs 126 and 128(b).
[18] FCCC/SBI/2014/11, paragraphs 17–21, and FCCC/SBI/2014/21, paragraphs 125 and 127.
[19] FCCC/SBI/2014/8, FCCC/SBI/2014/11 and FCCC/SBI/2014/21.
[20] FCCC/SBI/2014/21, paragraphs 122–132.

(b) Biennial COP/CMP sessions as in some other intergovernmental processes,[21] in addition to:

(i) Two sessions of the subsidiary bodies, for example in August/September and in March/April of the following year. Sessions of the subsidiary bodies would not be convened in conjunction with COP/CMP sessions;

(ii) Three sessions of the subsidiary bodies, for example in August/September and in March/April of the following year, and also in conjunction with COP/CMP sessions and in November/December when COP/CMP sessions are not held.

35. The budgetary implications of the various options are very important for Parties and for host countries. The option of convening smaller COP/CMP sessions may also increase the opportunity for more Parties to host and serve as the President, particularly for Parties that are not in a position to host a large-scale conference.

36. In the scenario of biennial COP/CMP sessions (with three intersessional subsidiary body sessions), Parties would need to cover the costs of one session of the subsidiary bodies that in the current model is borne by a host country; this would mean an increase in the core budget in the order EUR 4 million per biennium.

37. Some savings in participation funding could be envisaged, as fewer delegates receive financial support for a subsidiary body session than for a COP/CMP session. The impact on secretariat staff costs can be considered to be neutral, as any reduction in workload due to less support of negotiation sessions being required would be offset by the enhanced demand for technical inputs arising in a process oriented more towards implementation (e.g. measurement, reporting and verification of mitigation, adaptation and finance). It could also be envisaged that additional meetings of the constituted bodies would be required to support the implementation agenda.

B. Alternating venues: host country – Germany

38. According to rule 3 of the draft rules of procedure being applied, the sessions of the COP are to take place at the seat of the secretariat unless otherwise decided.[22] To date, two sessions of the COP were convened in Bonn after no offers to host the session were received: COP 5 (1999) and the second part of COP 6 (2001). It has been proposed that the COP decide to alternate its sessions between host countries and the seat of the secretariat (Bonn). In this context, rule 22, paragraph 1, of the draft rules of procedure being applied, provides for rotation of the office of the President of the COP and the CMP among the five regional groups. Holding sessions in Bonn may thus increase the opportunity for more Parties to serve as the President, particularly for Parties that are not in a position to host a conference. Nominations for the office of President would continue to be provided by the respective regional group in accordance with the rule on rotation among groups.

39. Guidelines would be needed on the overall approach, especially with regard to whether the sessions in Bonn would be considered fixed and not open to change in the event of offers to host a session. Parties may wish to bear in mind that should there be no offers to host a session, Bonn would remain the default location. A 10-year calendar might assist in this regard by providing a plan for specifying the timeline for the hosting by each regional group of one session in a host country and one session in Bonn.

40. One major challenge associated with this approach is its budgetary implications. Currently, the core budget of the secretariat does not include funding for the organizational

[21] See FCCC/SBI/2014/11, paragraph 10.
[22] FCCC/CP/1996/2.

and logistics costs of COP/CMP sessions. For budgetary purposes, these costs have to date been fully covered by the government of the hosting Party in cases where COP/CMP sessions were not held at the seat of the secretariat. The secretariat does not have access to official figures for the costs of hosting a COP. However, unofficial information indicates that host country expenditures have been in the EUR 35–150 million range for recent COP/CMP sessions. The lowest figure in this range would mean an increase of approximately 70 per cent in the secretariat's core budget for a biennium. Alternatively, the costs of a subsidiary body session could be extrapolated to an indicative estimate of the cost of a minimalistic, non-ministerial COP/CMP session held in Bonn. Assuming a scale, and therefore a cost, two to four times that of a subsidiary body session, funding on the order of EUR 6–8 million would be required.

41. It would appear that there would be no significant impact on the requirements of the Trust Fund for Participation in the UNFCCC Process.

42. In considering holding COP/CMP sessions in Bonn, the scale of such sessions needs to be taken into account. Reducing the scale could be considered as a cost-saving measure consistent with the scenario of COP/CMP sessions held in Bonn focusing on implementation issues. The scale is affected by, inter alia, the number of bodies meeting, the agendas and decisions expected, whether a high-level segment and ministerial engagement is envisioned, and the number of side events.

43. A related issue is the capacity of the World Conference Center Bonn – the venue of sessions in Bonn. The expanded conference centre, designed principally with the sessions of the subsidiary bodies in mind, could accommodate approximately 4,000 participants. Depending on the size and format of the sessions, it may however be possible for it to accommodate smaller COP/CMP sessions, if necessary, with the addition of temporary structures.

44. The current Headquarters Agreement of the secretariat[23] provides the legal framework for convening sessions of the COP, the CMP and the subsidiary bodies at the seat of the secretariat. Therefore no adjustment or further legal framework is required. The secretariat would need to ensure all logistical arrangements are in place, bearing in mind the scale of the sessions.

C. High-level segments and ministerial engagement

45. Discussions held to date have raised the issue of resource implications related to high-level participation, and have suggested that a focused engagement of ministers should be considered, particularly during sessions where a need for political leadership is anticipated. Parties may wish to give further consideration to alternative modes of ministerial engagement during a high-level segment, including those presented previously for discussion.[24]

46. Further to the discussion in paragraphs 33–44 above on the subject of convening COP/CMP sessions every other year, and on alternating COP/CMP sessions in host countries and at the seat of the secretariat, Parties may wish to consider whether high-level involvement would be necessary should the scale of a COP/CMP session be reduced or focused on issues related to implementation.

[23] <http://unfccc.int/resource/docs/cop2/misc01.pdf>.

[24] FCCC/SBI/2014/11, paragraphs 17–21.

D. Adjusting the timing of the election of the President

47. SBI 41 requested further information on and analysis of the options for adjusting the timing of the election of the President, including on the rotation of the Presidencies, when sessions alternate between a host country and the seat of the secretariat, for consideration at this session.[25]

48. The procedures for the election of the President and of other members of the Bureau of the COP and CMP are contained in rule 22 of the draft rules of procedure being applied. Should Parties wish to adjust the timing of the election, a decision by the COP would be required to amend draft rule 22. Such a decision could, inter alia, amend the rules to provide for the election to be held at the closure of the session. As previously noted, transitional measures during the implementation of an adjusted approach would need to be adopted by the COP.[26]

[25] FCCC/SBI/2014/21, paragraph 130.
[26] See FCCC/SBI/2014/12, paragraphs 20 and 21.

Annex I

Possible elements of the provisional agenda for the twenty-first session of the Conference of the Parties

(a) Opening of the session.

(b) Organizational matters:

(i) Election of the President of the Conference of the Parties at its twenty-first session;

(ii) Adoption of the rules of procedure;

(iii) Adoption of the agenda;

(iv) Election of officers other than the President;

(v) Admission of organizations as observers;

(vi) Organization of work, including the sessions of the subsidiary bodies;

(vii) Dates and venues of future sessions;

(viii) Adoption of the report on credentials.

(c) Reports of the subsidiary bodies:

(i) Report of the Subsidiary Body for Scientific and Technological Advice;[1]

(ii) Report of the Subsidiary Body for Implementation.[2]

(d) Durban Platform for Enhanced Action (decision 1/CP.17):

(i) Report of the Ad Hoc Working Group on the Durban Platform for Enhanced Action;[3]

(ii) Adoption of a protocol, another legal instrument, or an agreed outcome with legal force under the Convention applicable to all Parties.

(e) Consideration of proposals by Parties under Article 17 of the Convention.

(f) Consideration of proposals by Parties for amendments to the Convention under Article 15:

(i) Proposal from the Russian Federation to amend Article 4, paragraph 2(f), of the Convention;

(ii) Proposal from Papua New Guinea and Mexico to amend Articles 7 and 18 of the Convention.

(g) Report of the Adaptation Committee.

(h) Warsaw International Mechanism for Loss and Damage associated with Climate Change Impacts.

(i) Development and transfer of technologies and implementation of the Technology Mechanism:

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[1] Annotations to the provisional agenda of the twenty-first session of the Conference of the Parties (COP) under this sub-item will indicate recommendations for draft decisions and conclusions arising from the work of the Subsidiary Body for Scientific and Technological Advice in 2015 for consideration at COP 21.

[2] Annotations to the provisional agenda of COP 21 under this sub-item will indicate recommendations for draft decisions and conclusions arising from the work of the Subsidiary Body for Implementation in 2015 for consideration at COP 21.

[3] Annotations to the provisional agenda of COP 21 under this sub-item will reflect the status of work under the Ad Hoc Working Group on the Durban Platform for Enhanced Action.

(i) Joint annual report of the Technology Executive Committee and the Climate Technology Centre and Network;

(ii) Linkages between the Technology Mechanism and the Financial Mechanism of the Convention.

(j) The 2013–2015 review.

(k) Second review of the adequacy of Article 4, paragraph 2(a) and (b), of the Convention.[4]

(l) Matters relating to finance:

(i) Long-term climate finance;

(ii) Report of the Standing Committee on Finance;

(iii) Report of the Green Climate Fund to the Conference of the Parties and guidance to the Green Climate Fund;

(iv) Report of the Global Environment Facility to the Conference of the Parties and guidance to the Global Environment Facility.

(m) Reporting from and review of Parties included in Annex I to the Convention.

(n) Reporting from Parties not included in Annex I to the Convention.

(o) Capacity-building under the Convention.

(p) Implementation of Article 4, paragraphs 8 and 9, of the Convention:

(i) Implementation of the Buenos Aires programme of work on adaptation and response measures (decision 1/CP.10);

(ii) Matters relating to the least developed countries.

(q) Gender and climate change.

(r) Other matters referred to the Conference of the Parties by the subsidiary bodies.

(s) Administrative, financial and institutional matters:

(i) Audit report and financial statements for 2014;

(ii) Budget performance for the biennium 2014–2015;

(iii) Programme budget for the biennium 2016–2017;

(iv) Decision-making in the UNFCCC process.

(t) High-level segment:

(i) Statements by Parties;

[4] Parties may recall that at COP 4 it "proved impossible to reach any agreed conclusions or decisions" on this matter (FCCC/CP/1998/16, para. 64). The item was therefore included on the provisional agenda for COP 5 in accordance with rules 10(c) and 16 of the draft rules of procedure being applied. COP 5 could not reach a conclusion on this matter (FCCC/CP/1999/6, para. 18) and, following rules 10(c) and 16 of the draft rules of procedure being applied, the item was included on the provisional agendas for COP 6 to COP 12, with a footnote reflecting a proposal made by the Group of 77 and China to amend the item to read "Review of the adequacy of implementation of Article 4, paragraph 2(a) and (b), of the Convention". On a proposal by the President, and on the basis of the recommendation made by the SBI, it was decided at COP 14 to defer consideration of this item to COP 16 (FCCC/CP/2008/7, para. 10). Based on a proposal by the President, COP 16 deferred its consideration of this item, pursuant to rule 13 of the draft rules of procedure being applied, to COP 17. This item was held in abeyance at COP 17, 18, 19 and 20. In accordance with rule 16 of the draft rules of procedure being applied, it will be considered at COP 21.

(ii) Statements by observer organizations.

(u) Other matters.

(v) Conclusion of the session:

(i) Adoption of the report of the Conference of the Parties on its twenty-first session;

(ii) Closure of the session.

Annex II

Possible elements of the provisional agenda for the eleventh session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol

(a) Opening of the session.

(b) Organizational matters:

(i) Adoption of the agenda;

(ii) Election of replacement officers;

(iii) Organization of work, including the sessions of the subsidiary bodies;

(iv) Approval of the report on credentials;

(v) Status of ratification of the Doha Amendment to the Kyoto Protocol.

(c) Reports of the subsidiary bodies:

(i) Report of the Subsidiary Body for Scientific and Technological Advice;[1]

(ii) Report of the Subsidiary Body for Implementation.[2]

(d) Issues relating to the clean development mechanism.

(e) Issues relating to joint implementation.

(f) Report of the Compliance Committee.

(g) Report of the Adaptation Fund Board.

(h) Report on the high-level ministerial round table on increased ambition of Kyoto Protocol commitments.

(i) Reporting from and review of Parties included in Annex I:[3]

(i) National communications;

(ii) Annual compilation and accounting report for Annex B Parties under the Kyoto Protocol.

(j) Clarification of the text in section G (Article 3, paragraph 7 ter) of the Doha Amendment to the Kyoto Protocol, in particular the information to be used to determine the "average annual emissions for the first three years of the preceding commitment period".

(k) Capacity-building under the Kyoto Protocol.

(l) Matters relating to:

(i) Article 2, paragraph 3, of the Kyoto Protocol;

(ii) Article 3, paragraph 14, of the Kyoto Protocol.

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[1] Annotations to the provisional agenda of the eleventh session of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (CMP) under this sub-item indicate recommendations for draft decisions and conclusions arising from the work of the Subsidiary Body for Scientific and Technological Advice in 2015 for consideration at CMP 11.

[2] Annotations to the provisional agenda of CMP 11 under this sub-item indicate recommendations for draft decisions and conclusions arising from the work of the Subsidiary Body for Implementation in 2015 for consideration at CMP 11.

[3] The term "Party included in Annex I" is defined in Article 1, paragraph 7, of the Kyoto Protocol.

(m) Other matters referred to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol by the subsidiary bodies.

(n) Administrative, financial and institutional matters:

(i) Audit report and financial statements for 2014;

(ii) Budget performance for the biennium 2014–2015;

(iii) Programme budget for the biennium 2016–2017.

(o) High-level segment:

(i) Statements by Parties;

(ii) Statements by observer organizations.

(p) Other matters.

(q) Conclusion of the session:

(i) Adoption of the report of the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol on its eleventh session;

(ii) Closure of the session.